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ABSTRACT

The goal of Maine's Dissemination Capacity Building Project--the Information Exchange--is to build a comprehensive system for disseminating current information resources to Maine educators at every organizational level. This report begins with an abstract describing three major components of the information exchange: (1) a computerized information service; (2) a two-level system for supporting local school improvement, aimed at meeting the needs of individual educators and local school systems; and (3) developing the Maine Department of Educational and Cultural Services' capacity to provide leadership and support for the two previous components of information dissemination. An outline of specific objectives and activities of the project follows, along with a detailed comparison of resource dissemination before and after the building project. Remaining sections discuss current legislation for full state funding of the information exchange, effects of the program thus far, and equity issues, while the conclusion summarizes the functions of the information exchange. Appended are a variety of sample brochures and public relations materials. (TE)

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INFORMATION EXCHANGE

Maine's network for sharing resources

U.S. DEPARTMENT OF EDUCATION
NATIONAL INSTITUTE OF EDUCATION
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FINAL REPORT

Project Number 9-1501
Grant Number NIE-G-80-0025

Maine Department of Educational
& Cultural Services
Augusta, Maine 04333

June 30, 1985

EA 018 169

Final Report

Project Number 9-1501
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MAINE DISSEMINATION CAPACITY BUILDING PROJECT

THE INFORMATION EXCHANGE

Prepared by
Kayda Selby, Director

* Much credit for the success of THE INFORMATION EXCHANGE must go to Daryl Hahn, originator and former director of the project, who had the vision and the skill to move it forward.

Appreciation is extended to Dr. Arch Steiner, the NIE Project Officer.

Final Report

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MAINE DISSEMINATION CAPACITY BUILDING PROJECT

THE INFORMATION EXCHANGE

ABSTRACT

The purpose of the Information Exchange is to develop a means by which Maine educators can better acquire and use information resources for the purpose of problem solving and school improvement. The Project has three major components:

I. The first component is the development of a computerized information service. The Information Exchange has put in place and operates a state-wide information system that involves three major steps: (1) requests from practitioners are received and analyzed, (2) searches of computerized national data bases are conducted to locate pertinent and helpful information, and (3) a bibliography of resources is delivered to the individual. Additionally, the Project is developing a computerized "Maine Resource Bank" which houses information on educational programs, practices, and materials available within the state. In this manner, all educators within the state have equal and easy access to both local and national resources in their attempts to solve local problems.

II. The second component of the project focuses on taking the steps from acquiring information to using information for the purpose of problem-solving and school improvement. The Information Exchange provides for this linkage by supporting local school improvement at two levels. The first level focuses on meeting the needs of individual educators by responding to individual requests for information resources and developing "Local Contact People" to assist that process. The second level focuses on the needs of school systems. At this level, the Project assists LEA's in the design and implementation of Local Systems for School Improvement and Staff Development (LSSI) that stress the use of information resources as an integral part of a cycle of problem identification, solution identification and professional development.

III. The third component focuses on developing the Maine Department of Educational and Cultural Services' capacity to provide leadership and support for the two previous components of information dissemination. There are three types of activity related to this effort: (1) entry of the resources of the Department into the Maine Resource Bank to increase their accessability to the field and create a clearinghouse of information resources, (2) encouraging Department staff to utilize the Information Exchange to meet their own information needs as they plan and carry out new initiatives, and (3) assisting Department personnel in providing technical assistance and encouragement to LEA's in the local problem-solving process. Coordination of information dissemination efforts within the SEA revolve around these activities.

1.0 PROJECT GOAL

The goal of Maine's Dissemination Capacity Building Project has been, and continues to be, the building of a comprehensive, coordinated system for the dissemination of current information resources to Maine educators at every level of the organizational structure, and thus increase the utilization of current research and effective resources for school improvement. The specific objectives of the project and the activities which have been related to this project are outlined below.

2.0 PROJECT OBJECTIVES AND ACTIVITIES

2.1 To develop an information resource base which includes national, regional, state and local resources. See Appendix A.

2.11 Access to computerized national data banks are maintained through the Maine State Library, with DIALOG as the primary vendor of computer services.

2.12 The Information Exchange participates with Northeast Regional Exchange and the Northeast Consortium for School Improvement in efforts to develop a regional resource base.

2.13 The Information Exchange is continuing to build the computerized Maine Resource Bank which includes statewide educational resources. See Appendix B.

2.131 This Maine Resource Bank file is on-line on the Information Exchange's micro-computer in Augusta, and is updated continually.

2.132 The Exchange collects targeted Maine resources to support new state level needs and initiatives through working with state consultants and state wide task forces. Examples are: Resource Teams on Excellence, Gifted and Talented Resources, Maine Reading Association's Task Force on Language Arts Resources, Maine Writing Network, Developmental Primary Network, Nuclear Usage Resources with Legislative Committee, Tri-State project on Effective Chapter I Instructional

5Practices, Maine Library Special Collections, Discretionary/Innovative Grant Projects, Career Ladders/ Support Systems for Educators, Affirmative Action Resources.

2.133 Miscellaneous resources are collected as a result of specific field search requests, screening of organizational newsletters, screening lists of Maine presentators at national and in-state conferences, and recommendations from the field.

2.134 Organizations who make sets of resources available to educators are contacted to enter these resources into the **Maine Resource Bank**, and then are asked annually to enter any new resources they have acquired.

2.14 Publications which focus on current research and resources are disseminated statewide.

2.141 800 copies of the Downeast Reader on Effective Schools have been disseminated statewide, and the Downeast Reader on School Change has been compiled and will be printed for dissemination throughout Maine in August and September, 1985.

2.142 **Maine Resource Bank** "Minilistings," flyers advertising sample resources on a specific topic, have been distributed widely.

2.143 A booklet, Resources for Excellence in Maine Schools, has been disseminated statewide.

2.144 Regularly produced "Fact Sheets" and "Hot Topics" list local, state and national resources in various special education topics.

2.145 "Sourcebooks," three ringed binders containing journal articles, lists of national and state resources, research summaries, models and bibliographies, have been prepared on timely topics and are available for loan. (ie. Career Ladders, Support

Systems, School Climate, Expectations, Leadership, School-Community Relations)

2.146 Newsletters on Excellence issues and Staff Development have been published and disseminated to educators statewide.

2.2 To build linkages which will provide easy access to and support for the use of this resource base. Because many project activities are designed as a means of both collecting resources and disseminating them, many of these activities also relate to Objective 2.1.

2.21 Via 1-800-322-8899, search requests from teachers, administrators, central office staff, school board members, parents, etc. are received. Depending on the request, national data bases and the Maine Resource Bank are searched, appropriate publications are identified, telephone searches of national organizations and in-state networks are conducted, and the identified research/resource information is made available to the caller. Free microfiche of ERIC documents is made available.

2.22 A Network of 420 Contact People in individual schools has been built and is continually being expanded. These contact people assist in: 1) spreading the word about Information Exchange services, 2) alerting educators to newly available resources, 3) trouble-shooting problems in obtaining available resources, 4) using resource information, and 5) locating new resources for the Maine Resource Bank. See Appendix C.

2.23 Project staff work with SEA programs to support school improvement.

2.231 With the Director of Maine's Comprehensive System for Personnel Development, the Information Exchange has provided the leadership for the State Assistance Program which helps LEA's develop local systems for staff development and school improvement.

2.232 With staff of the Department of Educational and Cultural Services, the Maine Teachers Association, Maine School Boards Associati... and Elementary and

Secondary Principals Associations and the University System, the Information Exchange has provided leadership for planning and implementing task forces, meetings and conferences on staff development, school improvement and educational resource issues.

2.24 As a part of Media Services (the school-outreach) section of the Maine State Library, The Information Exchange easily connects and makes use of the substantial resources and technical assistance available through the state library system. Maine enjoys a nationally recognized Regional Library System with regional consultants in the field. It is one of the few systems in the nation with near- universal multi-type library membership, including school libraries.

2.25 Project staff regularly attend Maine Department of Educational and Cultural Services, Bureau of Instruction staff meetings, state, and regional conferences and meetings. Possible linkages are identified, resource needs noted, resources collected, and services of the Information Exchange are offered.

2.26 Project Staff work with special needs programs (ie. Migrant Education, Affirmative Action Office, Bilingual Education Office, Schooling of Children in Unorganized Territories, Refugee Resettlement Program, and Schooling of Indian Children), to assure the collection and dissemination of information resources related to the minorities and underserved populations of Maine.

2.3 To build coordination and leadership with respect to effective state-wide and Department of Educational and Cultural Services identification and use of educational research and resources--local, state, regional, and national. Many activities previously described impact on this objective, and they will not be outlined again.

2.31 Project staff have taken a leadership role in providing resources to support the planning and implementation of the new Maine Teacher Certification Pilot Program and

Educational Reform Act. This has been done through conducting individual searches, providing "SOURCEBOOKS" on Career Ladders and Support Systems, and identifying and providing resources for meetings and conferences.

2.32 Project staff work with the Instructional Support Group, outstanding teachers and administrators who have been released from their LEA roles for a one year period to serve as regional and state consultants, to identify common needs/goals and develop joint projects. See Appendix D.

2.33 Project staff work with regional resource providers, such as the Network and the Northeast Regional Exchange to build the resource capacity of the Northeast. The Exchange has worked with both organizations as they seek to be awarded the contract for the Northeast Regional Laboratory.

2.34 The Information Exchange is a true clearinghouse of research/ resource information for educators throughout the state.

3.0 A COMPARISON OF RESOURCE DISSEMINATION IN MAINE BEFORE THE CAPACITY BUILDING PROJECT AND AFTER THE COMPLETION OF THAT PROJECT

BEFORE FY 1980

INFORMATION SERVICES

1. Computer searches of ERIC and other national databases available to Maine educators only through the University Libraries for a fee.
2. Few national searches conducted by LEA or SEA educators; those that were tended to be for graduate course work.
3. No service to assist LEAs in identifying non-computerized national resources.
4. ERIC Microfiche unavailable through the Maine State Library.
5. Limited resource linkage with other agencies; only fragmented methods available for providing resource information to LEAs.
6. No Maine materials based on current school and instructional improvement research being developed.
7. No clearinghouse of referrals.
8. No coordination/support for sharing the resources of the Maine State Regional Library System with schools not served by a librarian.

AFTER FY 1985

INFORMATION SERVICES

1. Free computer searches of ERIC and other national databases available to teachers, administrators, librarians, other school staff, school board members, parents, through the Information Exchange at the Maine State Library.
2. Approximately 730 national data base searches done for Maine educators in the last months.
3. National labs, centers, exchanges, professional organizations and other national agencies checked regularly by Information Exchange in response to any search requests which cannot be completed with computer searches.
4. ERIC microfiche available at no cost through Information Exchange and callers assisted in getting paper copies of journal articles through inter-library loan.
5. The Maine Resource Bank, a primary project of the Information Exchange, is a computerized file of people, programs, projects, organizations, resource centers and individual print and non-print educational materials throughout Maine. Over 1500 resources listed in this bank, and it is growing daily.
6. Maine resources being developed systematically to disseminate current research and resources. See 2.14
7. The Information Exchange functions as a clearinghouse for referrals daily, both by responding to requests and suggesting connections with department consultants and other agencies that might otherwise be missed.
8. 1-800-322-8899 serves as the connector for schools without libraries and librarians and the Maine State Regional Library's resources/ technical assistance.

BEST COPY AVAILABLE

BEFORE FY 1980	AFTER FY 1985
INFORMATION SERVICES continued	INFORMATION SERVICES continued
9. No organized system to identify exemplary classroom and school based projects/programs and effective human resources.	9. Systematic collection of resources through task forces, conferences, targeted meetings now a prime objective of staff of Information Exchange.
10. No clearinghouse to disseminate Maine developed materials for the support of school improvement activities.	10. The Information Exchange, through its lending library of "Sourcebooks" and the files of the MAINE RESOURCE BANK, functions as a clearinghouse of Maine-developed materials.
11. National searching generated lengthy, generalized lists of citations; little choice given in the selection of other resources.	11. When search requests are received, extensive questions are asked to assure that subsequent searching is on target. National citations (ERIC, etc.) that are sent are carefully screened. When other resources are requested, care is taken that the caller is provided with a range of options.
LINKAGE SERVICES	LINKAGE SERVICES
No service to provide an easy, single link between educator and information on needed resources.	1. 1-800-322-8899 links teachers, administrators, central office staff, school board members, parents, etc. directly with Information Exchange staff ready to receive their search request. As a result of that single request, national, regional, state, and local resources are identified and supplied to the caller.
Training on the effective use of information done on informal basis.	2. A planned effort to improve educator's information use habits is built into regular conference workshops, task force operations, and support materials which are disseminated with search results. An extensive effort has been made to train the Contact Network in the effective use of resource information.
Limited emphasis on dissemination of information on nationally validated and promising programs and practices to LEAs (i.e. NDN).	3. Nationally validated programs available through the Maine Facilitator Center (NDN) are entered in the MAINE RESOURCE BANK. Other promising programs and practices are entered in the bank with Maine people as contact persons.
No school-based Network of Contact People existed to work with resource-needy educators.	4. 450 Maine schools have an Information Exchange Contact Person ready to assist in resource identification and use. Contact Network continues to expand.

BEFORE FY 1980	AFTER FY 1985
LINKAGE SERVICES continued	LINKAGE SERVICES continued
SEA support for LEA based staff development was the National Inservice Network; program based only on the research on staff development and school change; little use of instate resources.	5. The present State Assistance Program for School Improvement and Staff Development brings the current research on school effectiveness, instructional effectiveness, organizational development, as well as the research on staff development and school change to LEA teams. Six to eight days of training and on-site visits support each team in: 1) assessing local needs and 2) designing an on-going, local system for staff development and school improvement and accompanying programs to meet those needs.
No collaboratives existed to support the effective use of resources in staff development and school improvement.	6. Every segment of the educational community is now working collaboratively in response to Maine's school reform legislation. The Information Exchange is actively involved in providing resource information to these collaborative efforts.
The resources of the Maine State Regional Library System were only informally linked to school and instructional improvement efforts.	7. The resources of the state library system are linked with emerging school improvement needs by the Information Exchange which organizationally exists within the first and actively works with those concentrating on the second.
LEADERSHIP	LEADERSHIP
Limited coordination of resource information within the SEA.	1. Responsibility for coordinating resource information within the SEA now assumed by Information Exchange.
Departmental dissemination program fragmented and uncoordinated. No organized program for identifying and brokering SEA consultant services, as well as the services of other effective Maine people.	2. As part of its referral service, the Exchange regularly links search requests with department consultants, other agencies and effective human resources.
Fragmented "programs-based" approach to assisting LEAs with staff development/school improvement needs.	3. As described above, the State Assistance Program offers LEAs an opportunity to develop a single local staff development/school improvement system which will continuously assess local needs (in areas such as curriculum, school/community relations, school effectiveness, and instructional effectiveness), allow them to establish short and long term goals, and plan, implement and evaluate effective staff development programs and school improvement projects.

BEFORE FY 1980

LEADERSHIP continued

4. No service with the goal of anticipating, identifying and acting on the resource needs of the SEA, with respect to new state needs/ initiatives.

5. No service with the capacity to bring comprehensive, computerized Maine educational resources to regional planning and resource sharing.

AFTER FY 1985

LEADERSHIP continued

4. Anticipating, identifying and collecting resource information related to upcoming and on-going state needs/initiatives is now the responsibility of Information Exchange.

5. The MAINE RESOURCE BANK provides a ready capacity to link the best of Maine resources with the needs of the northeast.

4.0 INSTITUTIONALIZATION OF THE DISSEMINATION PROJECT

Legislation is presently pending for full state funding of the Information Exchange. Sponsorship of this bill is very strong including an endorsement from the chairman of the major committee involved in making this decision. Support for Information Exchange has come from users statewide. The Maine Teachers Association, the Maine Reading Association, the Maine Educational Media Association, the Maine Library Commision and a member of the State Board of Education have testified on the bill's behalf. It is hoped that the Legislature will act before the final version of this report is submitted. See Appendix E.

State support has already been provided for national search costs, telephone expenses, micro-computer hardware and software and Maine Resource Bank conversion. It is expected that all services currently being provided will be continued.

Should the legislative attempt fail, assurances have been given that Commissioner's discretionary funds will be found to provide interium funding.

5.0 PROGRAM IMPACT (see Appendix F for additional information on FY85)

5.1 USE OF THE SERVICE:

A steady increase in use of the service has been documented over the life of the project. Month by month use of the Information Exchange has doubled or tripled over FY 84. See Appendix E. Each month in excess of 50% of the requests were from new users.

5.2 REFERRALS AND LINKAGE WITH OTHER AGENCIES/ SERVICE PROVIDERS:

Referrals to the Information Exchange from other educational agencies and Department of Educational and Cultural services staff has increased steadily. Collaboration with other service providers has been a priority in Exchange activities. The director has participated in numerous collaborative efforts shared by the University, the Department, major educational organizations and LEAs. A sampling include a major training effort which resulted in state assistance teams to train LEAs in designing local systems for school improvement and a Maine Staff Development Network, a University lead staff development coordinating committee, the Maine Excellence Committee, and currently a planning effort for a statewide Conference for the Support of Instructional Improvement.

5.3 LINKAGE BETWEEN RESOURCE BASE AND USER: The "local contact network" of persons in schools ready to encourage use of the service, assist school personnel in the use of the service, and help locate new resources for the Maine Resource Bank has steadily expanded and now includes approximately 450 persons. Many of these persons have received direct training for this role; all are supported by regular contact with the Exchange through mailings of training materials, products to be disemminated, and the 800 number.

5.4 "EFFECTIVE SCHOOL"/"EFFECTIVE INSTRUCTION" RESEARCH DISSEMINATION: This dissemination has been a continual focus of the project.

5.41 The field based work of the State Assistance Program for School Improvement and Staff Development has utilized this information base in its work to train and support LEA teams as they negotiate local staff development systems designed to meet their needs. To this date 40 LEA teams have gone through this training process.

5.42 Three statewide Staff Development Conferences have been held with Information Exchange staff in primary leadership roles. The third conference was specifically focused on the "Effective Schools Research." Maine presentors helped develop an active awareness of resources in Maine available to support school improvement. Each of these conferences was heavily attended and positively praised.

5.43 The Downeast Reader on Effective Schools, The Downeast Reader on School Change, various newsletters, "Fact Sheets," "Hot Topics," Resources for Excellence in Maine Schools, and SOURCEBOOKS on School Climate, Expectations, Leadership, School/Community Relations, Evaluation, Curriculum and Instruction, Effective Schools Sampler, Career Ladders, and Support Systems have been or are about to be disseminated statewide. This research base is now being used as a foundation for needs assessment, goal setting and program planning in many Maine schools/school systems and within the Department.

6.0 EQUITY ISSUES

6.1 Specific resources have been collected for the Maine Resource Bank in the areas of bilingual education, women's issues, schooling of Indian children, refugee resettlement and the schooling of children in unorganized territories.

6.2 Searches systematically link requests with those national resources: databases, clearinghouses, labs, centers, exchanges, and professional organizations targeted at these issues.

6.3 Resource deprived schools throughout Maine (ie. island schools, small schools without library services) are linked to the resources of the Maine Resource Bank and Maine's Regional Library System via the 800 number.

7.0 CONCLUSION

The Maine Dissemination Capacity Building Project began in a regional Mid-Coast Teacher Center with very limited visibility and use, but with a vision of what could be. The Information Exchange is now integrated within the Department of Educational and Cultural Services and has broad-based visibility, use and support. As a central clearinghouse, the Information Exchange performs several functions:

1) It reduces the need for resource users to know themselves all the places to go to check for needed information, both within Maine and nationally,

2) It eases the access to a variety of state and national resources and research therefore encouraging more thoughtful selection and use by consumers,

3) It provides needed information quickly, a necessary condition to be met when working with busy educators who often can not anticipate needs,

4) It facilitates referrals to and from a wide variety of service providers,

5) It provides a ready apparatus for dissemination of information on new "products", research and other resources available through the SEA, other agencies or nationally, and

6) It increasingly provides state wide needs assessment data based on the inquiries that are being received daily. This data can then be shared in the context of the collaborative leadership efforts with which the Exchange is involved.

The overall result of this project has been twofold. It has encouraged educators throughout Maine to become regular consumers of current information on resources and research. And secondly it has encouraged educators and others to use this information, not just as individuals, but also to use it within their particular organizational context. 1-800-322-8899 and overall ease of access has

actively supported the move of this critical information into Maine schools and classrooms where it needs to be.

Appendix A (15)

Call the Information Exchange

1-800-322-8899 a free resource that saves time

What do Maine educators do if they can't find information they need? They may start a long, time consuming series of telephone calls *or* they may join in the growing number of teachers, administrators, librarians, parents and school board members who call just one number — that of the *Information Exchange* at the Maine State Library. The word about this service is spreading; search requests this past October nearly tripled those received last year.

Why are educators calling the Information Exchange? Because 1-800-322-8899 saves time and provides a lot of *free service.*

- *Searching of the Maine Resource Bank,* a computerized list of resource people, programs, projects and materials available in Maine.
- *Searching of Eric, Ecer* and other national data bases for descriptions of national research and resources.
- *Finding* non-computerized information needed by school people.
- *Computerizing and keeping current* the resources of organizations who serve schools.
- *Providing source books* of articles on timely topics as The Effective Schools Research, School Leadership, Educational Evaluation, School Climate, Expectations, Career Ladders, Beginning Teachers, and School-based Support Systems.

What kinds of questions do people ask? Here is a sampling of recent calls:

- How can we incorporate writing across the curriculum? What Maine school districts have good writing programs?
- What does research say about the role of the principal and student achievement?
- Is ability grouping a sound practice?
- Where can we find curriculum guides on Nuclear usage...on orienteering...on chemistry...on the arts?
- Are there school systems we can talk to about starting a developmental primary program?...a Gifted and Talented program?
- Are there resources on time management for teachers?
- Where can we find a bagpipe player...a puppeteer?

How is information collected for the Maine Resource Bank? From a variety of sources:

- Many Maine educators have offered to share their knowledge and expertise, their programs and materials.
- A number of organizations have recognized the advantage of centralizing statewide resource information. Organizations such as the Department of Conservation, Maine Lung Association, and Maine Audubon have entered their educational programs and materials into the Maine Resource Bank.
- Some professional organizations, such as the Maine Reading Association, are working with the Information Exchange to collect information. The Maine Reading Association is identifying effective Language Arts teachers, consultants, programs, and materials. Once collected this valuable information will be available for planning language arts conferences and workshop days, for developing training programs, and for sharing Language Arts expertise between school districts.

What do people in schools have to say about the Information Exchange?

- From Machias - "We've needed this support for a long time."
- From Bucksport - "An excellent service for on-the-go district resource people."
- From Skowhegan - "This service is outstanding and a great help to me, as a principal, in fostering professionalism in my school."
- From Lincoln - "Being a first time user I was pleasantly surprised with the amount of information and speed at which I received it."
- From Gorham - "Very helpful as always."

Sharon Hanley, Kayda Selby and Glenda Niles (seated at computer) of the Maine Information Exchange.

These are busy times for school districts with the challenge for school improvement before them. New national research is released daily. Limited funding for education strongly suggests that educators find ways to share their knowledge, experience and instructional resources. The Information Exchange is demonstrating its capacity to act as a single clearinghouse for all this critical information. Try this service and call the Information Exchange the next time you need information which you can't readily find. Then in turn consider supporting school improvement throughout Maine by sharing the best of your local resources - people, programs and materials through the Maine Resource Bank. In Maine, 1-800-322-8899, serves schools.

— Kayda Selby, Director
Information Exchange

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Appendix B1 16

MAINE RESOURCE BANK

The Maine Resource Bank is an ongoing effort to provide a single, easily accessible source of information about Maine resources to help educators in their problem solving efforts.

The Maine Resource Bank is a computerized file of educational resources located in Maine. It contains information on:

MAINE HUMAN RESOURCES — descriptions of people who are willing to share their knowledge and skills or provide assistance and training.

MAINE PROGRAM/PROJECT RESOURCES — descriptions of school, regional, state programs, and local and state organizations and projects.

MAINE MATERIALS RESOURCES — descriptions of resource directories, instructional materials, computer software, media, and professional reference literature.

These resources are available to you through the Information Exchange. Call our toll free number 1-800-322-8899 and describe your needs. Our staff will help define your problem, and with the aid of a computer, search for local and national resources appropriate to your needs.

The Maine Resource Bank is Maine's own education databank where you, the educator with skills and materials of your own, can be of help. Always growing, the Maine Resource Bank contains information from individuals throughout the state who are willing to share their resources with other Maine educators. If you have a particular area of knowledge or skill, and are willing to share with others, call the Information Exchange. If you have, or know of, effective programs or materials that might be of use to other educators, contact us at 1-800-322-8899. We will work with you to have your resource become part of the Maine Resource Bank.

THE INFORMATION EXCHANGE
Department of Educational and Cultural Services
Maine State Library, Augusta, Maine 04333-0064
1-800-322-8899; 289-2956

HOW TO USE YOUR MAINE RESOURCE BANK PRINTOUT

DATABASE: MAINE RESOURCE BANK

ADDRESS: The Information Exchange
Maine Department of Educational
& Cultural Services
Maine State Library, Augusta, ME 04333-0064
1-800-322-6899; 289-2956

TYPES OF RESOURCES: People, School Programs, State & Local Projects, and Instructional Materials

AVAILABILITY: For each resource there is information on how it is available to you. There is also a name of a contact person, a phone number and an address. Please contact this person for additional information.

SAMPLE ENTRY

INFORMATION EXCHANGE - MAINE RESOURCE BANK 04/16/85

#400028 TITLE: THE BOOTHBAY WRITING PROJECT.

CONTACT: ATWELL, NANCIE
BOOTHBAY REGION ELEMENTARY SCHOOL,
BOOTHBAY HARBOR, ME 04538
COUNTY: LINCOLN

(207) 633-5097

DESCRIPTION: "A BASIC SKILLS PROGRAM IN WRITING", LOCATED AT THE BOOTHBAY REGION ELEMENTARY SCHOOL, BEGAN AS A TITLE IV-C DEVELOPMENTAL PROJECT SERVING REGULAR CLASSROOM TEACHERS, RESOURCE ROOM TEACHERS, AND THEIR STUDENTS OF K-8. INITIATED IN SEPTEMBER, 1980, THE PROJECT HAS RESULTED IN THE DESIGN AND IMPLEMENTATION OF A PROCESS/CONFERENCE MODEL PROGRAM FOR GRADES K-8. BASED UPON CURRENT LANGUAGE THEORY AND RESEARCH FINDINGS, THE PROGRAM PLACES THE STUDENT AND THE WRITING PROCESS AT ITS CENTER. EMPHASIS IS PLACED UPON WHAT STUDENTS OF VARIOUS STAGES OF DEVELOPMENT DO IN THE PROCESS OF COMPOSING AND HOW TEACHERS CAN FACILITATE THE GROWTH OF STUDENT WRITING ABILITIES. WRITING IS VIEWED AS A PROCESS-FROM FINDING A TOPIC THROUGH EDITING AND PREPARING THE PIECE FOR A REAL AUDIENCE. INDIVIDUAL WRITING CONFERENCES ARE THE MAJOR MODE OF INSTRUCTION, AND CLASSROOMS ARE ORGANIZED SO STUDENTS MAY WORK AT THEIR OWN PACES, CONFER WITH OTHER WRITERS, AND TAKE RESPONSIBILITY FOR FINDING TOPICS AND MAKING CHOICES. ALL SKILLS ARE TAUGHT IN THE CONTEXT OF PIECES OF CHILDREN'S WRITING. SUMMER INSTITUTES CARRYING 3 RECERTIFICATION CREDITS ARE OFFERED ANNUALLY TO OTHER MAINE TEACHERS INTERESTED IN PROCESS/CONFERENCE WRITING INSTRUCTION.

ADDITIONAL INFORMATION:
AUDIENCE: STUDENT, TEACHER
GRADE LEVEL: K, 1, 2, 3, 4, 5, 6, 7, 8
AVAILABILITY: PROGRAM/PROJECT MAY BE: OBSERVED ON SITE; DISCUSSED WITH CONTACT PERSON FOR MORE INFORMATION; ADAPTED VIA TEACHER-TRAINING INSTITUTES STARTING IN JULY, 1985.

BEST COPY AVAILABLE

Appendix C (28)

INFORMATION EXCHANGE

Maine's network for sharing resources

Department of Educational Cultural Services
Maine State Library, Augusta, Maine 04333-0064
1-800-322-8899; 289-2956

May 31, 1985

Dear Information Exchange Contact Person,

Here we are at the end of another incredibly busy school year. We want to take this opportunity to say thank you for all your help in spreading the word about the Information Exchange and extending our services to your school(s).

We cannot yet tell you about our funding for next year, but it is looking very good. Thanks to your support with your legislators, our bill (L.D. 727) unanimously passed through the Legislature and now is waiting to be matched with State dollars. This is not a foregone conclusion, but we are hoping that the key legislators who make this final decision have heard of the value of the Exchange from their constituents.

We've gone full steam ahead with our planning for next year, and you will remain a key factor in our work. If you are moving will you please be in touch with us and recommend someone in your school to take your place? Perhaps you could be a contact person for your new school? We are continuing to build our Contact Network, and it is so rewarding to hear from new callers that it was their contact person who encouraged them to pick up the phone and place a search request!

Again thanks for your support. You will be hearing from us in the fall. Have a great summer!

Sincerely,

Kayda Selby
Director

Sharon Hanley
Information Specialist

Sissy Miles
Secretary

Appendix A 19

The Maine Department of Educational and Cultural Services insures equal employment, equal educational opportunities, and affirmative action regardless of race, sex, color, national origin, religion, marital status, age, or handicap.

Printed Under Appropriation Number 1230.7137

INSTRUCTIONAL

SUPPORT

GROUP

FOR

MAINE'S TEACHERS AND ADMINISTRATORS

A Service of the

Maine State Department of
Educational and Cultural Services

WHO? Seven practicing Maine educators whose contracts have been purchased by the Maine State Department of Educational and Cultural Services for the academic year.

WHAT? Assistance in curriculum development, effective instructional practices, in-service sessions in various areas of instruction, staff development, new certification law, staff evaluation/supervision, building/classroom management.

WHEN? Availability - September 1 - June 30.

WHERE? In your school, district, or region.

HOW? Call the Instructional Support Group's office at 289-2033 or write to:

Instructional Support Group
Maine Department of Educational and Cultural Services
State House Station #23
Augusta, Maine 04333

NANCY C. ANDREWS

Ed.D.	Indiana University
M.S.	Indiana University
B.C.E.	Presbyterian School of Christian Education

Consulting Areas

Language Arts
Reading
Spelling
Writing
Curriculum Development
Young Authors Conference

Geographic Concentration

Statewide

PHYLLIS A. DERINGIS, Assistant English Department Head, Lewiston High School

Ph.D.	University of Connecticut
M.A.	Northeastern University
B.A.	University of Maine

Consulting Areas

Curriculum Development, 7-12
Composition, K-12
Staff Development, K-12

Geographic Concentration

Statewide

JOYCE S. FREEMAN, Grade 5; Head Teacher,
Longfellow School, Brunswick

M.S. Gorham State College of U.M.
B.S. Gorham State College

Consulting Areas

Classroom Management
Lesson Design
Curriculum Development
Effective Instructional Practices
Staff Development

Geographic Concentration

Androscoggin, Cumberland, York,
Sagadahoc, Lincoln, Kennebec, Waldo,
Knox Counties

LAWRENCE E. GREENLEAF, Science, Belfast Area
High School

M.S. Ed. University of Maine at Orono
B.S. Farmington State College

Consulting Areas

Science
Computers
Staff Development, K-12

Geographic Concentration

Waldo, Knox, Sagadahoc, Hancock,
Washington, Penobscot, Lincoln,
Kennebec Counties

PHILIP P. RICHARDSON, English Teacher, York High School

M.S. Plymouth State College
B.S. University of Maine at Presque Isle

Consulting Areas

Staff Development
Writing
Integrating Literature/History
Course Development
Evaluation
Problem Solving

Geographic Concentration

Oxford, York and Cumberland Counties

EILEEN L. ROSENBAUM, Head Teacher, English Freeport

M.A. Candidate Bread Loaf School of English, Middlebury College
B.S. Carnegie--Mellon University

Consulting Areas

Writing
Writing Across the Curriculum
Language Arts
Curriculum Development in English
Research and Trends in English
Arts in Education

Geographic Concentration

Statewide

DUANE L. SMALL, Principal, Brookside School, Waterville

Advanced graduate work-Peabody College
M.S. Gorham State College of U.M.
B.S. Farmington State College

Consulting Areas

Curriculum Development
Staff Development
Evaluation/Supervision Staff
New Certification Law
Building Classroom Management
Effective Instructional Practices

Geographic Concentration

Statewide

- -

DENNIS C. KUNCES has joined the Division of Curriculum as a permanent consultant in the area of Microcumputers/Technical Assistance and Applications in the classroom.

M.S. Math Ed.-University of Southern Maine
B.A. in Math-St. Francis College

Geographic Concentration

Statewide

APPENDIX E

AN ACT to appropriate funds to the State Library for support of the Information Exchange

Be it enacted by the People of the State of Maine as follows:

27 MRSA § 2, sub-2§, is amended to read:

2. Exchanges. For the purpose of carrying out this section, the State Librarian shall be empowered to provide the following:

   A. Conduct a system of exchanges with other libraries and institutions of learning.

   B. Provide a service which will collect state and national educational research and resources to be made available to all Maine educators and citizens.

EDUCATIONAL AND CULTURAL SERVICES DEPARTMENT OF	APPROPRIATION FROM GENERAL FUND	
	1985-86	1986-87
Maine State Library Bureau		
Positions	(3)	(3)
Personal Services	56,736.	59,904.
All Other	24,500.	25,000.
Totals	81,236.	84,904.

STATEMENT OF FACT

The purpose of this bill is to appropriate funds to be used in support of an education information sharing service. This program will promote the utilization of Maine's human and material resources for the benefit of both the state's school population and the educational system by cost-effective centralization and dissemination of those resources.

Teachers, school administrators, parents and other Maine citizens will benefit from this service by having access to state and national educational computer databases. Maine's students from grades K-12 will also benefit from this program because the instruction they receive will reflect the most up-dated educational resources and research.

This proposal also provides for the continued maintenance of the Maine Resource Bank which is Maine's own computer file. It contains listings of people, programs, and materials in Maine which are available to help educators with curriculum development and instruction.

These services will be provided at no charge and a toll-free number will be made available.

URGENT

MAINE LIBRARIES & SCHOOLS NEED YOUR HELP

LD 727, AN ACT TO APPROPRIATE FUNDS TO THE STATE LIBRARY FOR SUPPORT OF THE INFORMATION EXCHANGE

LD 727 requests support for an educational information sharing service. This program will provide for a cost-effective centralization and dissemination of Maine's educational resources. School populations and school districts throughout Maine will benefit directly from this service.

LD 727, WHY IT IS NEEDED

An important function of the State Library is to provide current information on educational research and resources for Maine schools. Effective educational resources and practices have been developed at both the national level and in Maine. The Library's challenge is to locate the best of these available resources and to provide schools with the information when they need it.

LD 727, HOW CAN IT WORK STATEWIDE?

An 800 telephone number provides rapid, easy access to this information. The INFORMATION EXCHANGE works with teachers, administrators, librarians, school board members, parents and others by taking questions and requests over the telephone. The needed information is then promptly located. Many educational resources can be found in Maine, but they are not widely known and are dispersed throughout the state. A major service being provided by the INFORMATION EXCHANGE is the centralized collection and computerization of these Maine educational resources. National research and resources are found through more than 100 computer databases, the agencies of the National Institute of Education, colleges and universities, other state educational agencies and a variety of professional educational organizations.

LD 727, WHY IS IT REASONABLE?

The legislature has made a major commitment to supporting school improvement in Maine. New educational research is released daily. Educators in Maine and throughout the country have developed materials and programs that work. Limited funding for education strongly suggests that we find ways to share the knowledge, experience, and instructional materials we already have. The demand for these resources has grown substantially this year. The INFORMATION EXCHANGE is currently demonstrating its capacity to act as a single clearinghouse for all this information. With your endorsement, it can continue to provide this much needed service.

State of Maine
DEPARTMENT OF EDUCATIONAL AND CULTURAL SERVICES

Testimony of J. Gary Nichols
State Librarian, Maine State Library

Supporting L.D. 728:

AN ACT In Support Of Increasing Per Capita Funds For Public Libraries

Before the Committee on Appropriations and Financial Affairs

Sponsored by: Senator Diamond of Cumberland
Cosponsored by: Senator Pearson of Penobscot, Representative Jackson of Harrison, and Representative Carroll of Gray

Date: March 6, 1985

Mr. Chairman and Members of the Committee on Appropriations and Financial Affairs:

It is the Department's position to support L.D. 728. Public libraries are an essential link in the lifelong learning process. Their services provide resources and information applicable to the formal and informal educational needs of residents of all ages. There is substantial evidence to suggest that the reading skills of current high school graduates are below the level of past generations. It is also clear from public library statistics that story hours and reading programs, developed for the young and directed by public libraries, result in a lifelong interest in reading and a strengthening of reading proficiency. Public libraries also help Maine residents cope with the magnitude of data generated each day. Libraries collect, sift, organize and distribute the materials and information needed for the informed participation of our citizens. By using public libraries each person can compare and evaluate sources and opinions and develop critical thinking. The library as a family resource center linked with education in a lifelong learning effort can make a real difference in the quality of life in Maine. However, the financial resources necessary to meet this demand are decreasing as inflation and budget cuts reduce the number of books and periodicals bought each year by libraries. Increased state aid per capita would help to diminish the pressure placed on public libraries by a growing and active library community. Additional state aid would help guarantee that the resources and information our citizens depend upon to make professional and personal decisions are accurate and up-to-date. In 1973 the Legislature granted Maine's public libraries 10¢ per capita. Since 1973 there has been no increase. Last year the national average for state aid to public libraries was $1.11 per capita.

The Department supports L.D. 728 as a way for public libraries to acquire the materials needed for strengthening the lifelong educational needs of Maine citizens; and to provide them with the first rate library service they require and demand.

nea

MAINE TEACHERS ASSOCIATION

MTA

35 Community Drive • R.R. 4 - Box 50 • Augusta, Maine 04330-9412 • (207) 622-5866

(25)

April 17, 1985

Testimony in support of

L. D. 727

Chairpersons Pearson and Carter, Senator Diamond, Representative Carroll, members of this Committee:

I'm pleased to be speaking today in support of the Information Exchange.

The Information Exchange has provided an invaluable service to teachers and administrators in this state over the past few years, bringing the latest in educational know-how to hundreds and hundreds of users. Its value is obvious from its growth.

This Legislature enacted two significant educational reform bills in the last year--the new teacher certification law of April 1984 and the omnibus reform act of September 1984. Both strain the educational resources of the state, and other reform legislation is under consideration this session. Since we now lack sufficient personnel within the Department of Educational & Cultural Services, on the local level, or in the University of Maine College of Education to provide every local school unit with the sophisticated management, instructional, and professional development resources required to meet the demands of these new laws, the Information Exchange's services will be more critical to educators in coming years than ever.

I'd like to share with you a specific example of the way in which the Information Exchange works to promote school improvement. The state's new teacher certification law requires skills in collaborative decision-making and staff development planning for which educators now in practice were not trained by their professional preparation programs. The Information Exchange has been a driving force in training local educators--both teachers and administrators--in these vital school management skills during the past few years. Today, local school units have collaborative models all over the state to look to as they begin to prepare for the 1988 implementation of that law. In addition, the Information Exchange was the first agency within the Department of Educational & Cultural Services to actually collect, package, and disseminate resources for the 33 school units piloting the teacher certification law.

There is another service provided by the Information Exchange which we think is critical. With one after another federally-funded curriculum project

falling prey to the national deficit, most states are putting these resources on the shelf to gather dust. The Information Exchange is the only vehicle within DECS preserving Maine educators' access to these resources, and it has done so successfully. Thanks to the Information Exchange, the much-praised resources collected by the School Health Education project--including films, printed material, and expert speakers on topics from substance abuse to human growth and development--are electronically filed and indexed in the Maine Resource Bank. They are available on a customized basis to meet individual teachers' needs, and they are used.

We think the Information Exchange provides an extraordinary rate of return on the taxpayer's dollar and urge you to report favorably on L. D. 727.

Respectfully submitted,

Jean McManamy, Director, Instruction and Professional Development

INFORMATION EXCHANGE

Maine's network for sharing resources

FACT SHEET FOR INFORMATION EXCHANGE

An important function of the State Library is to provide current information on educational research and resources for Maine schools. Effective educational resources and practices have been developed at both the national level and in Maine. The Library's challenge is to locate the best of these available resources and to provide schools with the information when they need it.

An 800 telephone number provides rapid, easy access to this information. The INFORMATION EXCHANGE works with teachers, administrators, librarians, school board members, parents and others by taking questions and requests over the telephone. The needed information is then promptly located. Many educational resources can be found in Maine, but they are not widely known and are dispersed throughout the state. A major service being provided by the INFORMATION EXCHANGE is the centralized collection and computerization of these Maine educational resources. This Maine Resource Bank includes:

1. *People who can provide assistance to classrooms, schools, parents.*
2. *Effective programs and projects.*
3. *Organizations that provide various services and lend materials.*
4. *Instructional materials - audio visual materials, books, instructional guides, curricula, software.*

National research and resources are found through more than 100 computer databases, the agencies of the National Institute of Education, colleges and universities, other state educational agencies and a variety of professional educational organizations.

THE FOLLOWING ORGANIZATIONS HAVE ENDORSED THIS MEASURE AND STRONGLY RECOMMEND YOUR SUPPORT:

Maine Department of Educational and Cultural Services

State Library Bureau

Maine Library Association

Maine Reading Association

Maine Educational Media Association

Maine Library Commission

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RESOLUTION PASSED BY THE MAINE EDUCATIONAL MEDIA ASSOCIATION

WHEREAS *Maine's educational commitment is to maximize high quality attention on student learning and school effectiveness.*

WHEREAS *information on new national research and resources needed by schools is released daily.*

WHEREAS *a wide variety of Maine organizations and services provide educational resources for schools.*

WHEREAS *Maine educators have highly valued skills to share with one another.*

WHEREAS *a great deal of time can be used up trying to locate what's available in current research and resources.*

WHEREAS *the Information Exchange is now collecting and disseminating this crucial information to all Maine schools via an 800 telephone number.*

RESOLVED *that the Information Exchange, Maine's Clearinghouse for all this vital information, be continued under state funding with the passage of Legislative Document No. 727.*

The legislature has made a major commitment to supporting school improvement in Maine. New educational research is released daily. Educators in Maine and throughout the country have developed materials and programs that work. Limited funding for education strongly suggests that we find ways to share the knowledge, experience, and instructional materials we already have. The demand for these resources has grown substantially this year. The INFORMATION EXCHANGE is currently demonstrating its capacity to act as a single clearinghouse for all this information. With your endorsement, it can continue to provide this much needed service.

L.D. 727

The purpose of this bill is to appropriate funds to be used in support of an education information sharing service. This program will promote the utilization of Maine's human and material resources for the benefit of both the state's school population and the educational system by cost-effective centralization and dissemination of those resources.

Teachers, school administrators, parents and other Maine citizens will benefit from this service by having access to state and national educational computer data bases. Maine's students from grades K to 12 will also benefit from this program because the instruction they receive will reflect the most updated educational resources and research.

This proposal also provides for the continued maintenance of the Maine Resource Bank which is Maine's own computer file. It contains listings of people, programs and materials in Maine which are available to help educators with curriculum development and instruction.

These services will be provided at no charge and a toll-free number will be made available.

APPENDIX F

INFORMATION EXCHANGE SEARCH STATISTICS
A COMPARISON OF SEPTEMBER - MARCH
FY 1984 AND FY 1985

		TOTAL SEARCHES	NATIONAL SEARCHES	MRB SEARCHES	"OTHER" SEARCHES	NEW USERS	OLD USERS	
SEPTEMBER	1983	44						
	1984	96						
OCTOBER	1983	82						
	1984	184		49		63	121	
NOVEMBER	1983	65						
	1984	143		30	24	81	62	
DECEMBER	1983	58						
	1984	70	41	10	14	21	49	
JANUARY	1984	52						
	1985	114	84	9	63	46	68	
FEBRUARY	1984	74						
	1985	117	77	16	71	59	58	
MARCH	1984	45						
	1985	130	89	13	61	64	66	